

3.5 HIGH-VOLUME PERMITS USING XML

For customers who submit high volumes of permit applications and who have legacy systems which store their internal permit requests, the system has a batch interface which allows a user to submit multiple applications in a single XML file. The carrier or permitting service will be responsible for creating the XML file. The current specifications for the XML file are available from the Department of Revenue.

The process allows users to submit a batch of applications, which are then parsed by the system and treated as a series of individual applications. The system parses the applications in the background, so there may be a slight time delay (generally 3-5 minutes) for larger batches.

Screen 1: The User's Home Page

The process begins from the user's home page. Each user has a set of menu options down the left side of the screen. These menu options are based upon the security privileges that the user has been assigned in the system.

If you have the appropriate security privilege, you will have a menu option named "Batched Permit Request" on the left side of the screen. The relative position of the menu option will differ by user. Click on this menu option to begin.

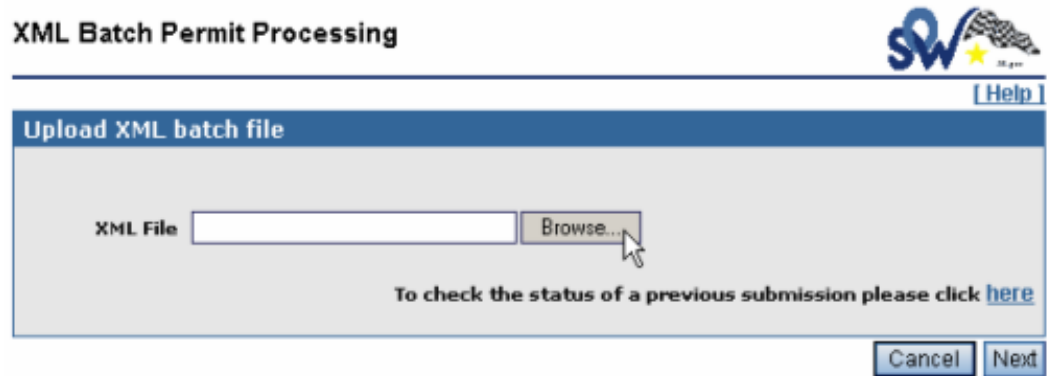


Screen 2: Identify File To Upload

On this screen, you can specify which file containing batched applications should be uploaded to the system. If you have already submitted a batch of applications and wish to check the status of that batch, click the link in the bottom right corner of the display.

If you know the path and file name on your hard drive, you can type it into the "Upload Help Content" field. As an alternative, you can use the "Browse" button which will open a Windows dialog to help you find the file.

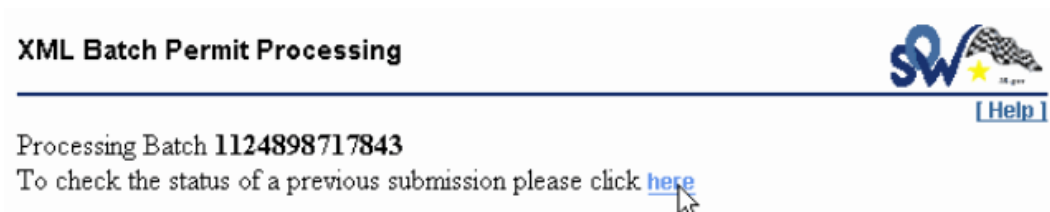
Once the file name has been specified, click the “Next” button to load the applications into the system.



The screenshot shows a web application titled "XML Batch Permit Processing". In the top right corner, there is a logo for "SW" with a star and the text "18.gov", and a "[Help]" link. Below the title bar, there is a section titled "Upload XML batch file". Inside this section, there is a label "XML File" followed by a text input field and a "Browse..." button. Below the input field, there is a message: "To check the status of a previous submission please click [here](#)". At the bottom right of the section, there are two buttons: "Cancel" and "Next".

Screen 3: Upload Confirmation Message

Once the file has been loaded, the system will process the applications in the background. To check on the status of the batch, click on the link in the message below.



The screenshot shows the same "XML Batch Permit Processing" web application. The top right corner still has the "SW 18.gov" logo and the "[Help]" link. Below the title bar, the message "Processing Batch 1124898717843" is displayed. Below this message, there is a link: "To check the status of a previous submission please click [here](#)".

Screen 4: Batch Status

This screen allows the user to learn the status of a previous XML batch upload of applications, and link to individual transactions. When each batch is uploaded, the system provides the user a batch number. To check the status of a particular batch, enter the batch number into the first field, and click “Next.”

The bottom of the screen shows the information about the batch. This area is split into two parts. The first part is the summary of the batch, including the date and time of submission, the user who submitted the applications, and the current status in the queue. If multiple batches are submitted, there may be a brief delay in processing the applications.

Beneath the summary is a table containing each of the applications from the batch. If the application was syntactically correct, a transaction number will appear on that row. Clicking on the transaction number will show the application details. If there was an error, an error message will appear on that row.

To search for a different batch, enter the new batch number and click the “Next” button.

XML Batch Permit Processing Status



[\[Help \]](#)

Type in a batch number to check its status

Batch Id

[Cancel](#)

[Next](#)

Quick Batch Summary

Batch ID: 1124898717843

Submitted: Aug 24 2005 11:51 AM

Applicant: ioan (CAMBRIDGE SYSTEMATICS)

Queue Status: Processed

Id	Status	Error	Transaction
01	processed	NONE	0759219290
02	processed	NONE	1532859391
03	processed	NONE	8401736492
05	processed	NONE	8396809419
06	processed	NONE	6014520148
07	processed	NONE	7400761770